

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION**

REGULAR MEETING MINUTES

MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE MEETING HELD ON THURSDAY, NOVEMBER 15, 2018, AT 6:00 P.M., IN THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

1. CALL TO ORDER

Vice-Chairman Frost called the meeting to order at 6:00 pm

2. ROLL CALL:

Chairman Pranzo	Absent
Vice-Chair Frost	Present
Commissioner Smidt	Present
Commissioner Simmonds	Present
Commissioner Proulx	Present

Council Liaison Hawkins Present

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meeting conducted on October 18, 2018.

On a motion by Commissioner Smidt, seconded by Commissioner Simmonds, and carried by a 4-0 vote to approve the October 18, 2018 Regular Meeting minutes.

5. NEW BUSINESS

No new items

6. OLD BUSINESS

A. REVIEW/DISCUSSION/POSSIBLE ACTION of the proposed draft text amendments to Development Code Part 7: Parking; Loading and Unloading. Motion to direct staff to proceed with the Citizen Review Process prior to conducting Public Hearings for Planning and Zoning Commission and Town Council.

The Commission went page by page through the Parking Code, asking for comments or changes. Vice-Chair Frost asked staff to clarify some sections, add illustrations, research

shade requirements, and re-evaluate the maximum allowed percentage of parking and the size of landscape islands. Staff agreed to the changes and edits.

On a motion by Commissioner Smidt, seconded by Commissioner Simmonds, and carried by a 4-0 vote to direct staff to proceed with the Citizen Review Process for amendments to Development Code Part 7: Parking; Loading and Unloading prior to conducting Public Hearings for Planning and Zoning Commission and Town Council.

B. REVIEW/DISCUSSION/POSSIBLE ACTION of the proposed draft text amendments to Development Code Part 3: Sign Regulations. Motion to direct staff to proceed with the Citizen Review Process prior to conducting Public Hearings for Planning and Zoning Commission and Town Council.

The Commission went page by page through the Sign Code, asking for comments or changes. Vice Chair Frost asked staff to change “when” to “where” in some sections, add illustrations or figures, keep the current holiday decoration timeline, and research other codes on distances between digital signs. Vice Chair Frost and Commissioner Simmonds requested staff to take out excess wording in the Section on Sign Height. Staff agreed to the changes.

On a motion by Commissioner Smidt, seconded by Commissioner Simmonds, and carried by a 4-0 vote to direct staff to proceed with the Citizen Review Process for amendments to Development Code Part 3: Sign Regulations prior to conducting Public Hearings for Planning and Zoning Commission and Town Council.

7. PRESENTATIONS

A. FUTURE AGENDA ITEMS/INFORMATION ONLY

Staff informed the Commission that there were no upcoming new agenda items.

8. CALL TO THE PUBLIC/COMMISSION RESPONSE:

Call to the Public for public comment on issues within the jurisdiction of the Planning and Zoning Commission. Individual Commission members may respond to criticisms made, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Commission shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

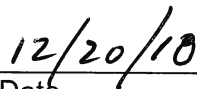
9. CALL TO THE COMMISSION-CURRENT EVENTS ONLY

10. ADJOURMENT

On a motion of Commissioner Smidt, seconded by Commissioner Proulx, and carried by a 4-0 vote to adjourn the meeting at 6:46 pm.



Gary Pranzo, Chairman



Date